

**COUNTY OF SAN LUIS OBISPO BOARD OF SUPERVISORS
AGENDA ITEM TRANSMITTAL**

(1) DEPARTMENT Sheriff - Coroner	(2) MEETING DATE 1/24/2012	(3) CONTACT/PHONE Ian S. Parkinson / Sheriff - Coroner 781-4540	
(4) SUBJECT Request for approval of a contract with In-Custody Transportation, Inc. for inmate transportation for up to \$80,000 annually.			
(5) RECOMMENDED ACTION The Sheriff-Coroner requests that the Board of Supervisors approve and direct the Chair to sign a contract with In-Custody Transportation, Inc. to provide inmate transportation.			
(6) FUNDING SOURCE(S) Fiscal Year 2011-12 Budget	(7) CURRENT YEAR FINANCIAL IMPACT Up to \$80,000.00	(8) ANNUAL FINANCIAL IMPACT Up to \$80,000.00	(9) BUDGETED? Yes
(10) AGENDA PLACEMENT <div style="display: flex; justify-content: space-between;"> <input checked="" type="checkbox"/> Consent <input type="checkbox"/> Presentation (Time Est. _____) <input type="checkbox"/> Hearing (Time Est. _____) <input type="checkbox"/> Board Business </div>			
(11) EXECUTED DOCUMENTS <div style="display: flex; justify-content: space-between;"> <input type="checkbox"/> Resolutions <input checked="" type="checkbox"/> Contracts </div> <div style="display: flex; justify-content: space-between;"> <input type="checkbox"/> Ordinances <input type="checkbox"/> N/A </div>		(12) BUDGET ADJUSTMENT REQUIRED? BAR ID Number: N/A <div style="display: flex; justify-content: space-between;"> <input type="checkbox"/> 4/5th's Vote Required <input checked="" type="checkbox"/> N/A </div>	
(13) OUTLINE AGREEMENT REQUISITION NUMBER (OAR) 25005724		(14) W-9 <div style="display: flex; justify-content: space-between;"> <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes </div>	
(15) LOCATION MAP N/A	(16) BUSINESS IMPACT STATEMENT? No	(17) AGENDA ITEM HISTORY <input checked="" type="checkbox"/> N/A Date: _____	
(18) ADMINISTRATIVE OFFICE REVIEW Geoff O'Quest			
(19) SUPERVISOR DISTRICT(S) All Districts -			

County of San Luis Obispo



TO: Board of Supervisors

FROM: Ian S. Parkinson / Sheriff - Coroner
781-4540

DATE: 1/24/2012

SUBJECT: Request for approval of a contract with In-Custody Transportation, Inc. for inmate transportation for up to \$80,000 annually.

RECOMMENDATION

The Sheriff-Coroner requests that the Board of Supervisors approve and direct the Chair to sign a contract with In-Custody Transportation, Inc. to provide inmate transportation.

DISCUSSION

Under California Penal Code Sections 821, and 822, the Sheriff's Office is responsible for the transportation of persons who are arrested in another county on arrest warrants issued by the Superior Court of San Luis Obispo. In addition, under Penal Code Sections 2620 and 2621, the Sheriff's Office is responsible for the transportation of inmates from state prisons if an order is issued by the Superior Court of San Luis Obispo to produce an inmate for a court appearance.

In San Luis Obispo County this transportation is provided by transportation companies under contract to the Sheriff's Office. In March 2010, the Sheriff's Office completed a Request for Formal Proposal (RFP) for transportation services. In-Custody Transportation (ICT), Inc. was selected based on cost, references and contacts within California. A contract was established for a five year period.

In ICT's first year of operation they have been consistently reliable and have proven to be superior in terms of meeting deadlines and providing safe transportation. As a result, ICT has been used by the Sheriff's Office as its main transportation service. Other transportation services are also used, due to penal code time constraints in the number of days the Sheriff's Office has to pick-up inmates on arrest warrants, and court dates on orders to produce inmates for court appearances.

Under the County's purchasing policy, contracts for services totaling less than \$50,000 are awarded by the County Purchasing Agent. Contracts over \$50,000 must be approved by the Board. The contract with ICT was originally entered into with the expectation that expenditures would not exceed \$50,000 each year, and so the contract was issued by the Purchasing Agent. However, based on ICT's performance, the Sheriff's Office is now seeking Board approval of the existing contract in order to secure the flexibility to use ICT beyond the \$50,000 per fiscal year limit.

OTHER AGENCY INVOLVEMENT/IMPACT

County Counsel has reviewed the contract and approves it as to form and legal effect.

FINANCIAL CONSIDERATIONS

The County agrees to compensate ICT annually, for professional services that permit the Sheriff-Coroner to meet the mandated duties of Office. The term of the contract runs through the end of Fiscal Year (FY) 2011-12, with the option to extend for three years. FY 2010-11 payments to ICT totaled \$52,969, reflecting 71% of the total private inmate transportation cost in their first year of operation. To facilitate payments through year end the department was granted a one time small increase by the County Purchasing Agent.

Total cost for inmate transportation from private contractors for the last three fiscal years were as follows:

FY	Amount
2008-09	\$73,700
2009-10	\$68,348
2010-11	\$74,606

In FY 2011-12 the Sheriff's Office has budgeted \$83,250 for private inmate transportation services, of which ICT is estimated to receive 95% or \$79,000 of this amount. Secondary transportation companies will pick up the remaining 5% in the amount of \$4,250. Current year projections are in line with budgeted numbers. Approval of the contract with ICT will not increase budgeted expenditures for inmate transportation and will have no impact on the level of General Fund support budgeted for the Sheriff's Office.

RESULTS

Approval of this item will enable the Sheriff's Office to establish a purchase order with ICT for inmate transportation cost. This will allow the Sheriff's Office to continue the safe and superior service in the transportation of inmates from holding agencies. This contract meets the County's Community-wide Results for a Safe Community: "The County will strive to create a community where all people—adults and children alike—have a sense of security and well being, crime is controlled, fire and rescue response is timely, and roads are safe."

ATTACHMENTS

In-Custody Transportation, Inc. Contract